

July 10, 2001

TO: Members of the MAG Population Technical Advisory Committee

FROM: George Pettit, Gilbert, Chairman

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Thursday, July 19, 2001 - **1:30 p.m.**
MAG Office, Suite 200, **Palo Verde Room**
302 North 1st Avenue, Phoenix

A meeting of the MAG Population Technical Advisory Committee (POPTAC) will be held at the time and place noted above. Members of the POPTAC may attend **either in person or by telephone conference call**. Those attending by telephone conference call are requested to call 602-261-7510 between 1:25 and 1:30 p.m. After prompting, please enter the meeting ID number 767822 (POPTAC) on your telephone key pad followed by the pound key. If you have a problem or require assistance, dial 0 after calling the number above.

If you are driving, please park in the garage under the Compass Bank Building. Bring your ticket to the meeting, parking will be validated. For those using transit, the Regional Public Transportation Authority will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the garage.

Please be advised that under procedures approved by the MAG Regional Council on June 26, 1996, all MAG committees need to have a quorum to conduct business. A quorum is a simple majority of the membership, or 11 people for the MAG POPTAC. If you are unable to attend the meeting, please make arrangements for a proxy from your jurisdiction to represent you. If you have any questions or need additional information, please contact Harry Wolfe at (602) 254-6300.

TENTATIVE AGENDA

1. Call to Order

2. Call to the Audience

Persons wishing to address the MAG POPTAC will be provided an opportunity to comment.

COMMITTEE ACTION REQUESTED

2. For information.

3. Approval of Minutes of May 17, 2001

4. Building Permit Completion Status Report

Building permit completions for the quarter ending June 30, 2001 are due as soon as possible. Permits for the four quarters ending June 30, 2001 need to be provided to the Arizona Department of Economic Security (DES) in order for the preparation of the July 1, 2001 Maricopa County resident population updates. Please forward the last quarter's completions and any completions for prior quarters to MAG by August 1, 2001. Completions that are not provided by a municipality, will not be reflected in the Maricopa County resident population total and will reduce that municipality's population count.

5. Census 2000 Status Report

On July 18, 2001 the Census Bureau is scheduled to release Census 2000, Summary File 1 for Arizona. This file Census 2000 short-form information down to the block level of geography. The data to be contained in the Summary File is summarized in Attachment One and can be extracted from the Census Bureau's website at <http://www.census.gov>.

The Census Bureau initiated the Count Question Resolution Program. This program provides local governments an opportunity to challenge their Census housing unit counts. Corrections can be made through September 2003. Please see Attachment Two.

MAG staff has compared household occupancy rates resulting from Census 2000 with the occupancy rate adjustments made by MAG using the Phoenix Metropolitan Housing Study. Staff has also compared the persons per occupied dwelling unit from Census 2000 with the figures contained in the 1995 Special Census. A status report will be provided.

3. Review and approve meeting minutes of May 17, 2001

4. For information and discussion

5. For information and discussion.

6. Preparation of July 1, 2001 Maricopa County Resident Population Updates

According to Executive Order 95-2, the Arizona Department of Economic Security (DES) is responsible for preparing a July 1, 2001 resident population update for the State and each of its individual counties. DES will be preparing a July 1, 2001 Maricopa County Resident Population Update that will be used as a control total by MAG in preparing July 1, 2001 Municipality Resident Population Updates. MAG staff will provide a status report on the method that will be used to prepare the updates and a schedule for undertaking the updates.

7. MAG GIS and Database Enhancement Project

MAG is undertaking a GIS and Database Enhancement Project to establish the base from which a new set of socioeconomic projections will be developed. During May MAG distributed hotel/motel, RV Park, group quarters, and post high school institution databases. The deadline for submitting comments on the databases was June 15, 2001. With the release of Census 2000 Summary File 1 Data, a consistency check of these census data with data compiled through the MAG GIS and Database Enhancement Project and other MAG databases will be undertaken. MAG staff will provide a status report.

8. Input on Future MAG POPTAC Meetings

During the next year it will be crucial for member agencies to actively participate in the process for supplying and reviewing updated data for the preparation of MAG projections and reviewing the output of the socioeconomic models used to produce the projections. Ideas that have been raised for increasing participation in POPTAC meetings include: holding workshops for small groups of MAG POPTAC members to explain the modeling process, discuss its implications for local

6. For information and discussion.

7. For information and discussion.

8. For information and discussion.

jurisdictions and to obtain feedback on issues related to the modeling; and assigning MAG POPTAC members responsibility for giving presentations on certain agenda topics at meetings. Input from members of the MAG POPTAC will be solicited on these and other ideas for enhancing future MAG POPTAC meetings.

9. Date of Next Meeting

The next meeting of the MAG POPTAC is scheduled for on August 16, 2001.

9. For information and discussion.